

RHODE ISLAND AIRPORT CORPORATION

OPERATIONS AND CAPITAL COMMITTEE

WEDNESDAY, NOVEMBER 28, 2007

3:00 P.M.

IN THE MARY BRENNAN BOARD ROOM,

T. F. GREEN AIRPORT

2000 POST ROAD, WARWICK, RHODE ISLAND

The meeting of the Rhode Island Airport Corporation (“Corporation”) Operations and Capital Committee was called to order by Chairman, James Forte, at 3:00 p.m., in the Mary Brennan Board Room at T. F. Green Airport, 2000 Post Road, Warwick, Rhode Island, in accordance with the notice duly posted pursuant to the Open Meetings Law.

COMMITTEE MEMBERS PRESENT: James Forte; Michael Traficante; Don Pillsbury (Ex-Officio Member).

COMMITTEE MEMBER ABSENT: Robert D. Sangster.

BOARD MEMBERS PRESENT: Kathleen Hittner. M.D., Russell Hahn.

ALSO PRESENT: Mark P. Brewer, A.A.E., President and CEO; Brian Schattle, Senior Vice President of Finance and CFO; Peter Frazier, General Counsel; and those individuals listed on the attendance sheet attached hereto.

1. Approval of the Minutes:

Mr. Traficante moved that the minutes of the Operations and Capital Committee Meeting of October 31, 2007 be approved. Mr. Forte seconded the motion. The motion was passed unanimously.

2. Report from Chair, Operations and Capital Committee:

There was no report.

3. General Aviation Committee Report:

The order of the agenda was reversed and Mr. Tibbetts gave an overview of the GA monthly Operations Report, noting that the positive fuel trend continues. Mr. Tibbetts also reported that revenues were positive. There was general discussion on revenues at the GA airports.

4. Operations and Maintenance Report:

Mr. Brewer gave the Operations and Maintenance Report noting that Mr. Edwards was absent as he was participating in a forum which was looking at Best Management Practices for wildlife management control at airports.

Chief David Hayden explained the circumstances surrounding a recent alarm activation in the airport terminal building, including an

overview of the terminal Evacuation Plan.

5. Discussion Item:

(a) Discussion of North Central Airport Easements and Part 77.

Ms. Pope gave an update on the project, noting that work is progressing with completion expected at the end of November.

(b) Standard Parking Presentation.

Mr. Schattle introduced representatives from Standard Parking who gave an overview of their proposed operation of the parking lots at T. F. Green Airport.

(c) Discussion of Quonset Leases.

Mr. Schattle gave an update on several leases at Quonset Airport including SENESCO, Fast Ferry and a potential lease with Specialty Diving Services.

6. Action Items:

(a) Consideration of and Action Upon Approval to Amend the Parking Management Agreement with Standard parking to Provide Parking Management Services at T. F. Green Airport.

Mr. Schattle gave an overview of the agreement which includes all the parking facilities at T. F. Green Airport, and reported that this amendment will specifically incorporate Garage C into the agreement and will increase the base management fee to reflect the additional scope of services. The recommendation is that the Committee authorize the President and CEO, or his designee to amend the Parking Management Agreement with Standard Parking to incorporate Garage C and increase the Base Management Fee to

reflect the additional scope of services, subject to Board approval.

A motion was made by Mr. Traficante and seconded by Mr. Forte to approve the following resolution:

WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at T. F. Green Airport; and

WHEREAS, in June 2007, the Board of Directors authorized the President and CEO, or his designee, to negotiate and execute a Parking Management Agreement (PMA) with Standard Parking (Standard) to provide Professional Parking Management Services at T. F. Green Airport with a management fee not to exceed \$1,187,932 through Fiscal Year 2013; and

WHEREAS, the proposed amendment will specifically incorporate Garage C into the Parking Facilities managed by Standard and will increase the Base Management Fee to reflect the additional scope of services; and

WHEREAS, the initial term of the PMA is expected to run through June 30, 2013 with two three-year additional terms upon mutual written agreement; and

WHEREAS, the original Base Management Fee for the initial term is \$1,187,932; and

WHEREAS, the incremental fee to incorporate Garage C into the scope of services provides will not exceed \$206,699; and

WHEREAS, Standard will charge all necessary and direct expenses to operate the parking facilities (operating costs) and the management fee to RIAC on a monthly basis.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorizes the President and CEO, or his designee, to amend the Parking Management Agreement with Standard Parking to incorporate Garage C and increase the Base Management Fee to reflect the additional scope of services in an amount not to exceed \$206,699 through Fiscal Year 2013, subject to Board approval.

The motion was passed unanimously.

(b) Consideration of and Action Upon Motion to Adopt a Daily Parking Rate in Garage B at T. F. Green Airport.

Mr. Schattle gave an overview of the rationale used in establishing a daily parking rate for Garage B.

A motion was made by Mr. Traficante and seconded by Dr. Hittner to approve the following resolution:

WHEREAS, Garage B will open as a General Parking Facility on December 1, 2007; and

WHEREAS, RIAC staff and Standard Parking recommend a daily rate of \$17 be established for Garage B.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee authorize the President and CEO, or his designee, to establish a daily parking rate of \$17 for Garage B effective December 1, 2007, subject to Board approval.

The motion was passed unanimously.

(c) Consideration of and Action Upon Approval of Professional Services Agreements for “On-Call” Airport Planning Consultant Services at T. F. Green Airport and the Five General Aviation Airports.

Mr. Mini gave an overview of the agreements and reported that the recommendation is that the Committee authorize the President and CEO, or his designee, to negotiate and execute Professional Services Agreements (PSAs) with an initial term of one-year and two additional one-year options at RIAC’s sole discretion for on-call planning consultant services with the firms of Louis Berger Group, Inc., Wilbur Smith Associates, and Vanasse Hangen and Brustlin, Inc., subject to

Board approval.

A motion was made by Mr. Traficante and seconded by Dr. Hittner to approve the following resolution:

WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and

WHEREAS, it has been determined that there is a need for on-call planning consultant services including, but not limited to: program planning, project planning, strategic implementation planning, facility planning, environmental planning and other services as necessary; and

WHEREAS, RIAC issued a Request for Proposals (RFP) for on-call airport planning consultant services pursuant to RIAC's Procurement Rules and received ten proposals on November 8, 2007; and

WHEREAS, a Selection Committee comprised of Brenda Pope, VP Environmental Systems; Michael Mini, Manager of Planning; Vince Scarano, Planning Consultant; and Beth Tetreault, Procurement Specialist, was formed to evaluate and review the proposals based on the evaluation criteria; and

WHEREAS, based on these evaluations the Selection Committee

recommends the firms (1) Louis Berger Group, Inc.; (2) Wilbur Smith Associates; and (3) Vanasse Hangen & Brustlin, Inc to perform on-call airport planning consultant services for a one-year period with up to two one-year extensions at the option of RIAC; and

WHEREAS, funding will be established on a task-by-task basis.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee approve the attached resolution authorizing the President and CEO, or his designee, to negotiate and execute one-year Professional Services Agreements with an initial term of one-year and two additional one-year options at RIAC's sole discretion for on-call airport planning consultant services with the following firms: (1) Louis Berger Group, Inc.; (2) Wilbur Smith Associates; and (3) Vanasse Hangen & Brustlin, Inc., subject to Board approval.

The motion was passed unanimously.

(d) Consideration of and Action Upon Approval of a Contract Award for Aircraft Rescue and Firefighting Vehicle (ARFF).

Chief Jack Thomas gave an overview of the contract award. The recommendation is that the Committee authorize the President and CEO, or his designee, to execute a contract with Oshkosh Truck

Corporation for the purchase of an ARFF Vehicle and related equipment, subject to Board approval.

A motion was made by Mr. Traficante and seconded by Dr. Hittner to approve the following resolution:

WHEREAS, the Rhode Island Airport Corporation (RIAC) is responsible for the maintenance and operation of airport facilities at the six Rhode Island airports; and

WHEREAS, it has been determined that there is a need for an aircraft rescue and firefighting (ARFF) vehicle at T. F. Green Airport; and

WHEREAS, the approved Rhode Island Airport Corporation (RIAC) Fiscal Year 2008 Operating Capital budget includes \$1,250,000 for the purchase of this vehicle and related equipment to be funded with Passenger Facility Charge (PFC) pay-go funds; and

WHEREAS, the use of PFC funds for this purchase was approved by the Federal Aviation Administration (FAA) in its Final Agency Decision Letter for RIAC's PFC Application No. 06-05-C-00-PVD dated December 14, 2006; and

WHEREAS, RIAC issued an Invitation for Bids (IFB) for the acquisition of an ARFF vehicle pursuant to RIAC's Procurement Rules and received one bid on September 26, 2007; and

WHEREAS, the bid submission was evaluated to determine both responsiveness and responsibility; and

WHEREAS, as a result of this evaluation, the recommendation is to award a Contract to Oshkosh Truck Corporation in the amount of \$1,199,969.75 for the acquisition of an ARFF vehicle and related equipment for use at T. F. Green Airport.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

That the Committee hereby authorizes the President and CEO, or his designee, to execute a Contract for the acquisition of an ARFF vehicle and related equipment with Oshkosh Truck Corporation in the amount of \$1,199,969.75, subject to Board approval.

The motion was passed unanimously.

7. Future Meetings:

The next Operations and Capital Committee Meeting is scheduled for Wednesday, December 19, 2007 at 3:00 p.m., in the Mary Brennan Board Room, T. F. Green Airport, 2000 Post Road, Warwick, Rhode Island.

8. Adjournment:

Mr. Traficante moved to adjourn at approximately 3:50 p.m. Dr. Hittner seconded the motion. The motion was carried by acclamation.

Respectfully submitted,

**James C. Forte, Chairman
Rhode Island Airport Corporation
Operations and Capital Committee**

**ATTENDANCE SHEET
RHODE ISLAND AIRPORT CORPORATION
OPERATIONS AND CAPITAL COMMITTEE MEETING
NOVEMBER 28, 2007**

NAME	AFFILIATION
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Doug Dansereau	RIAC
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Patti Goldstein	RIAC
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Bruce Wilde	RIAC
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Brenda Pope RIAC

Darrell Watson RIAC

David Cloutier RIAC

Chief Jack Thomas RIAC

Michael Mini RIAC

Bill Blair RIAC

Chief David Hayden RIAC

Sue Pillsbury RIPA

Steve Tibbetts Landmark Aviation

Robert Goff New England Parking

Pam Brown Standard Parking

Jack Ricchiuto Standard Parking